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MEMORANDUM FOR: Chief, Salary and Wage Division
Office of Personnel

SUBJECT : Upgrading of WH Division Budget Officer from GS-11 to GS-12

1. Your verbal request to review the attached position descriptions for the WH Division Headquarters Budget and Fiscal Section has been completed and the comments of the Budget Division and Finance Division Chiefs are attached for information.

2. The BF Section of the WH Division has been compared with other BF Sections in the DD/P complex and the following grade structure shown below appears to be reasonable and proper for this Section:

GS-13	Budget and Fiscal Officer
GS-12	Budget Officer
GS-11	Fiscal Officer
GS-9	Budget Assistant
GS-7	Fiscal Accounting Assistant
GS-7	Fiscal Accounting Assistant

FOIAb3b

E. R. SAUNDERS
Comptroller

Attachments

RIJ:epr

Distribution:

O&I - Addressee
1 - Signer

*Check control sheet
dd. 9 Oct. 1959 in
changes.*

2-4-81

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